

Maryland SICC

STATE INTERAGENCY COORDINATING COUNCIL

Maryland State Department of Education
Early Childhood Intervention & Education Branch
200 West Baltimore Street, 9th floor
Baltimore, Maryland 21201

Assisting and Advising Maryland's Early Childhood Intervention and Education System of Services for Young Children with Disabilities and Their Families

SICC Meeting - EXECUTIVE
Wilde Lake Interfaith Center
Columbia, Maryland
September 3, 2009

MEETING MINUTES

Attendance: Linda Ramsey, Co-Chair; Kelli Nelson, Parent Member; William Cohee, MSDE; Paula Boykin, Baltimore County Public Schools; Brenda Hussey-Gardner, UMMS; Amy Griffin, Parent Member; Suzette Ettienne, Parent Member; Curtisha Hopkins, Parent Member; Cascelia Burgess, Baltimore City Public School System

Proxies: N/A

Excused: N/A

Guests: None

Staff: Marcella Franczkowski; Sheréa Makle; Valerie von Behren

I. WELCOME

Ms. Ramsey convened the meeting at 1:10 p.m.

II. MINUTES REVIEW

No minutes were reviewed during the meeting.

III. DISCUSSION ITEMS

1. Revised Meeting Formats:

Ms. Ramsey described the revised format for SICC meetings, **explaining that the SICC would hold quarterly General meetings, in lieu of monthly rotating General and Executive meetings.** The time for General meetings would be extended from two hours to three hours (1:00-4:00 pm) but all other familiar items for General meetings remain the same, including formal agendas, guest presentations, full program reports from Maryland State Department of Education (MSDE) lead agency staff, legislative updates, official voting as needed, and review of General meeting minutes. All appointed SICC members would still be required to attend all General meetings, or provide notice when unable to attend.

The Executive meetings were restructured as **Executive Planning meetings**, and would also be held quarterly. The time for Executive Planning meetings would be reduced from three hours to four hours (1:00-3:00 pm) and would serve as the forum for **Executive Team members and MSDE lead agency staff** to collaboratively plan General meeting agendas and discuss issues to be brought before the full SICC. Executive Planning meetings would follow an agenda developed by SICC chairpersons and would not typically include guest presentations, full program

reports, official voting, or review of General meeting minutes. Appointed SICC members would not be required to attend Executive Planning meetings (but are invited) and not participating in Executive Planning meetings would not count as an absence on the member's attendance record.

SICC members would still be able to suggest discussion topics for the Executive Team. The Executive Team would not make decisions regarding the role of the SICC in assisting and advising the State lead agency without presentation to the full SICC.

Current Executive team members: SICC Co-Chairs *Linda Ramsey* and *Donna Njoku*, Local Infants and Toddlers Program representative *Paula Boykin*, parent member/Legislative liaison *Kelli Nelson*, and provider representative *Brenda Hussey-Gardner*. State lead agency staff: *Marcella Franczkowski* and *Sheréa Makle*.

2. **Meeting Location:** The Executive team discussed the possibility of moving SICC meetings to a new location. Loyola College in Columbia, Maryland was suggested. MSDE staff agreed to check on the availability of meeting space and report back to the Executive team. If Loyola has availability on the scheduled meeting dates for both General and Executive meeting, the issue of a location change would be brought before the full SICC for feedback. If Loyola is not able to accommodate both Executive and General meetings, the location will **not** change and all meetings will continue to be held at the current location (Wilde Lake Interfaith Center in Columbia). Public notice of any location changes would be provided.
3. **Program Briefing:** Ms. Franczkowski shared that work toward implementation of the Extended IFSP Option was progressing well and that think tanks comprised of local, State, and national experts were meeting regularly to discuss related items, including: Individualized Family Service Plans (IFSP), Individualized Education Programs (IEP), assessments, and an educational component.
4. **Legislative Briefing:** Ms. Nelson requested assistance in spreading the word about the SICC Legislative Reception scheduled for October 22 at the Loews Annapolis Hotel. Ms. Nelson asked that the previously sent e-mail announcement be forwarded to organizations and families throughout the State. Ms. Nelson stated she was working closely with the Governor's Chief of Staff, Matt Gallagher, in preparing the event program to accommodate the honorees' schedules. Ms. Burgess volunteered to notify staff at the Kennedy Krieger Institute, while Ms. Nelson, Ms. von Behren, and Ms. Makle agreed to inform Maryland Public Television and MSDE public affairs and library services staff. Ms. Ramsey asked that all participants forward the invitation to their contacts.
5. **Plans for the Next General Meeting Agenda:** The Executive team discussed plans for the October 2009 SICC General Meeting. Agenda items to include the following:
 - An update on the vision for Maryland's Birth Through Five System of Services
 - Update on preparation for the October 22 SICC Legislative Reception
 - Present proposed SICC bylaws to the full SICC
 - Follow-up on Dr. Hussey-Gardner's July 9 presentation regarding the issue of age adjustment for infants and toddlers born prematurely
 - Short summary of the MSDE Division of Special Education/Early Intervention Services 2009 Fall Leadership Conference scheduled for September 23-25, 2009

Ms. Ramsey adjourned the meeting at 2:50 p.m.